

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE PARKS AND RECREATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, March 12, 2014 in the West Annex Meeting Room, Torrance City Hall.

**2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE**

Present: Commissioners Baxter, Greenberg, Love, Mayeda, Reilly, Uchima, and Chairperson Hays.

Absent: None.

Also Present: Community Services Director Jones, Senior Business Manager Minter, Park Services Manager Carson, Recreation Services Manager Brunette, and Farmers' Market Manager Chan.

**3. FLAG SALUTE**

Commissioner Uchima led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Mayeda moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Uchima seconded the motion; a roll call vote reflected unanimous approval.

**5. ORAL COMMUNICATIONS #1**

The Commission welcomed Torrance Youth Council member Kevin Kang from South High School.

**6. OLD BUSINESS**

**6A. STATUS OF MULTI USE SPORTS FIELDS AT 555 MAPLE AVENUE**

Community Services Director Jones informed the Commission that the Sports Fields at 555 Maple Avenue has been named the Toyota Sports Complex. He encouraged Commissioners to attend the Grand Opening and Facility Naming ceremony on March 26, 2014. He stated that they are receiving the container and testing lights on March 17, that everything should be in place by March 26, and that formal rental of the facility is expected to begin April 1.

**6B. STATUS OF THE PUEBLO PARK PROJECT**

Community Services Director Jones provided background on the item and was pleased to announce that ExxonMobil Corporation has generously donated \$50,000 to the project. He stated that he has asked the architectural firm Land Concern to provide a timeline for the project that he will share with community members at on meeting on March 19 at the Pueblo Recreation Center.

Responding to Commissioner Reilly's inquiry, he stated that Proposition A funding for the new play equipment and restroom and the donation from ExxonMobil were not included in the Capital Project Funding of \$317,944.

In response to Chairperson Hays' inquiry, Community Services Director Jones explained that they cannot determine what the donation can be used for until the project has gone out to bid.

**7. NEW BUSINESS**

**7A. 2014 FARMERS' MARKET ANNUAL REPORT**

Farmers' Market Manager Chan presented the 2014 Farmers' Market Annual Report for receive and file. She shared her background and stated that it is a pleasure and honor to be the new Farmers' Market Manager for the City. She reviewed the breakdown of Farmers' Market Certified Farmers and Vendors for Tuesday and Saturday Markets included in Attachment A and discussed plans to publish a Farmers' Market newsletter.

In response to Commissioner Reilly's inquiry, she explained that Saturday's Market is full and to increase the number of farmers would require more space. She explained that all farmers need to be located together in the certified section, and that a clear definition between certified farmers and non-certified vendors is required to make it easier for agricultural inspectors when they come every other month.

Community Services Director Jones pointed out that this is the only Certified Farmers' Market in the City and that all produce must be grown in California.

**7B. INITIATE AND APPROPRIATE THE PARKS AND RECREATION COMMITTEE FOR THE ANNUAL AWARDS DINNER ON JULY 9, 2014**

Community Services Director Jones requested that the Facilities Committee, consisting of Commissioners Baxter, Greenberg, and Love, meet in the near future to start planning the Parks and Recreation Annual Award Dinner on July 9, 2014.

**8. STANDING COMMITTEE UPDATES**

**8A. FACILITIES COMMITTEE**

Community Services Director Jones reported that the Facilities Committee needs to appoint a Chairperson when it meets to plan the Parks and Recreation Annual Award Dinner.

**8B. GRANTS COMMITTEE**

Commissioner Mayeda reported that the Grants Committee is meeting soon to discuss one of the grant recipients.

**8C. OPEN SPACE COMMITTEE**

No report.

**8D. PROGRAMS COMMITTEE**

No report.

**9. MONTHLY DEPARTMENT ACTIVITY**

**9A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Report for February 2014 was included in agenda packets. Referring to Page 4 of the Report, he stated that the majority of registrations in January were for after school clubs.

**9B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Report for February 2014 was included in attachments.

In response to Commissioner Reilly's inquiry, Recreation Services Manager Brunette explained that the "hawk cam" focuses on the hawk's nest, is located in a eucalyptus tree at the Maple sump, and is the only one on the West Coast.

**9C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Recreation Services Division Report for February 2014 was included in agenda packets.

**10. ORAL COMMUNICATIONS #2**

**10A.** Youth Council member Debbie Park, Torrance High School, introduced herself.

**10B.** Commissioner Baxter distributed an article in the Torrance Memorial "Pulse" about the effort to fund and build a bocce ball court at Columbia Park.

Community Services Director Jones stated that the group is turning over its funds to the City in 30 to 45 days but it is less than their goal. He noted that the Commission could reallocate or identify funds to make up the difference when it reviews the list of capital projects in the fall.

**10C.** Commissioner Baxter encouraged Commissioners to visit the mural being painted at El Retiro Park, noting that the project is being funded by Riviera Garden Club.

**10D.** Commissioner Love announced the Torrance Special Needs Sports Bocce Festival on April 12, 2014 at Wilson Park.

**10E.** Commissioner Hays invited Commissioners to go to the fish dinners at Nativity Church on all Friday nights during Lent.

**10F.** Community Services Director Jones encouraged Commissioners to attend the Cherry Blossom Festival on March 16 at Columbia Park.

**11. ADJOURNMENT**

**MOTION:** At 7:46 p.m., Commissioner Uchima moved to adjourn the meeting to Wednesday, April 9, 2014 at 7:00 p.m. in the West Annex Meeting Room, Torrance City Hall and, hearing no objection, Chairperson Hays so ordered.

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Approved as submitted May 15, 2014 s/ Sue Herbers, City Clerk
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